

Jo Kyo Assistant Instructor

Candidate Workbook with Answer Key



**United States Soo Bahk Do® Moo Duk Kwan®
Federation**

**UNITED STATES SOO BAHK DO® MOO DUK KWAN®
FEDERATION, INC.**

Dear Federation member,

Thank you for your inquiry regarding Jo Kyo certification.

Without question, technical preparation for Assistant Instructor Certification is of paramount importance and your instructor will continue your guidance in that area. However, as an instructor, your role and responsibilities in the Federation will become even more important to the Federation and to the members whom you will eventually instruct. Preparing yourself for these new aspects of your Soo Bahk Do Moo Duk Kwan® training is primarily your individual responsibility.

More than ever, it will now be your personal initiative and motivation that spell your success or failure in this endeavor, so take action, and review the material in this packet. It is by no means comprehensive and is only intended to begin your study in these areas. Please view the enclosed information as only the starting point for your study and preparation for certification.

Review the enclosed materials, consult with your instructor, speak to your Board member, speak to a Regional Examiner or TAC member, ask questions and fully exercise the moral ownership portion of the Federation which belongs to you.

When you have questions, desire a second opinion, need guidance or want expert advice, remember to use all the resources and relationships which being a Federation member provides for you.

Good luck in your preparation for Assistant Instructor certification.

Yours in Moo Do Kwan,

Ted Mason
Chairman, Technical Advisory Committee

PO BOX 154
(888) SOO-BAHK
5716

SPRINGFIELD, NJ 07081, USA

Tel: (973) 467-3971
Fax: (973) 467-

Published by the
Technical Advisory Committee
United States Soo Bahk Do Moo Duk Kwan Federation, Inc.®

Revisions
June 9, 2002
March 18, 2004

Acknowledgments

Ken Trevellyan Sa Bom Nim
Michael Steidley Kyo Sa Nim
2004 Ko Dan Ja Shim Sa, Sa Dan Candidate Group

In appreciation for their dedication and energy in preparing this
workbook

Assistant Instructor Candidate Workbook

INTRODUCTION LETTER

HOW TO USE THIS WORKBOOK

LEADERSHIP TRAINING PROGRESSION

Jo Kyo Assistant Instructor course

INDEPENDENT LEARNING

Section I - Knowledge Review

White Belt Instructional Guide
Orange Belt Instructional Guide
Introductory Lessons
Class Warm-up and stretching
Integrating the Eight Key concepts
Teaching children
Understanding Mission 2000

Section II - Articles

Introductory Lessons
Class Warm-up and stretching
Integrating the eight key concepts
Teaching children
Mission 2000
Understanding the Structure of our Organization



READ THIS FIRST!

HOW TO USE THIS WORKBOOK

Your Jo Kyo candidate workbook is an integral part of the United States Soo Bahk Do Moo Duk Kwan's Instructor development and certification process. You'll complete this workbook as a guide to learning, as part of the certification process and after certification as a reference while you instruct.

SECTION I - Independent Learning

This first section contains Knowledge Reviews that direct you to read information from the Gup Instructional Guides and various articles. You will then answer questions based on what you've read. Pre-study allows you to start your formal Instructor certification training by understanding basic instructional methods and gives the background knowledge necessary to make your Instructor certification a successful and rewarding process.

Success during your development process depends on your preparation. Independent learning must begin prior to your formal training and is critical to your personal achievement.

NOTE: Pre-study may also occur through sessions led by certified Instructors. Your own personal Instructor, Regional Examiner, or TAC member may help guide you through reading assignments, supervised instruction, and help you understand the Soo Bahk Do® standards, Moo Duk Kwan® philosophy, and other information.

To complete the Knowledge Reviews for Jo Kyo certification, you'll need to have the White and Orange belt Instructional Guides. Other assigned articles are located at in section II of this workbook.

Follow these steps:

1. Gather the materials referenced above, then choose a place and time that allows you to read without distractions.
2. Preview the Knowledge Review questions, then begin the reading assignment.
3. Note or highlight where you find answers. This will be important for future reference or discussions with your Instructor.
4. If you have difficulty finding an answer, ask your Instructor or other senior member for assistance.

SECTION II - Selected topics

Section II contains articles about selected topics to help you learn about teaching Soo Bahk Do Moo Duk Kwan and how to be an effective Instructor.

Soo Bahk Do Moo Duk Kwan® Leadership Training Progression

Jo Kyo Instructor Certification

The Jo Kyo or Certified Assistant Instructor is the first step to becoming a leader and teacher in Soo Bahk Do Moo Duk® Kwan. This exciting first step allows students to further their development by assisting with classes and helping other student's study of Soo Bahk Do.

Jo Kyo Candidates must have a minimum rank of first Gup. The minimum age for a Jo Kyo candidate is 13 years old. After obtaining both the Jo Kyo certification and the rank of Cho Dan the Jo Kyo may teach and conduct Soo Bahk Do classes independently.

The candidate will do the following Independent Study Assignments and submit them to their instructor. Your instructor will correct your Knowledge Reviews and then review them with you. You are required to complete the following reading and written assignments:

Readings	Written Assignments
<i>White Belt Instructional Guide</i>	White Belt Instructional Guide Knowledge Review in the Instructor Candidate Workbook.
<i>Orange Belt Instructional Guide</i>	Orange Belt Instructional Guide Knowledge Review in the Instructor Candidate Workbook.
<i>Conducting Introductory Lessons</i>	Knowledge Review in the Instructor Candidate Workbook.
<i>Class Warm Up and Stretching</i>	Knowledge Review in the Instructor Candidate Workbook
<i>Integrating the Eight Key Concepts</i>	Knowledge Review in the Instructor Candidate Workbook.
<i>Class Teaching Children</i>	Knowledge Review in the Instructor Candidate Workbook
<i>Understanding Mission 2000</i>	Knowledge Review in the Instructor Candidate Workbook

The candidate will do the following Practical Application and Teaching Assignments under the guidance and direction of their instructor. The Introductory lessons and first class introductions may be completed with new students or with the help of your fellow students – just work with them as you would a new student.

The assignments are to be recorded on the Jo Kyo Log Sheet. Upon completion of each assignment have your instructor sign your log sheet.

A review and discussion of your teaching performance with your instructor after each session will give you guidance for improvement and help you to become a better teacher.

1. Teach five to ten 1st Introductory Lessons **
2. Teach five to ten 2nd Introductory Lessons **
3. Assist with five to ten 1st class Introductions of new students
4. Conduct five to ten Class Warm-up and Stretch sessions
5. Assist with five to ten classes

** Note: Introductory Lessons and 1st class Introduction teaching assignments may be complete with existing students who are role playing as a first-time prospective student.

After completing all of your Independent Study Assignments and your Practical Application and Teaching Assignments submit your Workbook to your Instructor for review and approval. Your Instructor will then forward the completed color recommendation form and Letter of Understanding to Headquarters for processing of your Jo Kyo certification.

Jo Kyo Practical Application and Teaching Log Sheet

To be submitted with the Jo Kyo Application

Jo Kyo Candidate Name:		Start Date:
Address:		Gup or Dan Bon:
Phone:	Fax:	

Teaching Introductory Lessons / 1st Class Introduction

1st Introductory Lessons

[illegible]

2nd Introductory Lessons

[illegible]

Introduction to 1st Class

[illegible]

Jo Kyo Candidate Name:

Conducting Class Warm-ups and Stretch

Class Level	Lesson Date	Verifying Instructor Name	Verifying Instructor Signature

Assisting Classes

Class Level	Lesson Date	Verifying Instructor Name	Verifying Instructor Signature

I verify that the above listed candidate has completed all of the Practical Application and Teaching Requirements for the Jo Kyo Leadership Level.

Instructor Name: _____ Instructor Signature: _____

Instructor Dan Bon: _____ Completion Date: _____

KNOWLEDGE REVIEW

The White Belt Instructional Guide

After reading the White Belt Instructional Guide answer the following questions.

1. The information found in the White Belt Instructional Guide, as well as all of the Moo Duk Kwan Instructional Guides, is based on the teachings of Grand Master Hwang Kee.
 - **True** • False
2. The Gup Instructional Guides provide a wealth of information, but it is very important for you to attend classes for instruction and to train on a regular basis with your Kyo Sa Nim or Sa Bom Nim who are certified by the United States Soo Bahk Do Moo Duk Kwan Federation.
 - **True** • False
3. The philosophy of the Belt System of Soo Bahk Do Moo Duk Kwan is based on nature. The original White, Green, Red, and Blue Belts levels are related to the four seasons. The Orange was actually added in 1975 to add encouragement and motivation for the White Belt Beginners. Which season does the White Belt represent?
 - - **A. Winter**
 - - B. Between Winter and Spring
 - - C. Spring
 - - D. Summer
 - - E. Autumn
4. The proper stance is basic to all movement in Soo Bahk Do. Balance and stability are the most important aspects of any Soo Bahk Do stance.
 - **True** • False
5. The first stance that a White Belt practitioner learns is the Jhoon Bee Jaseh or ready stance. All motion begins and ends with the Jhoon Bee Jaseh.
 - **True** • False

6. A Soo Bahk Do student must pay attention throughout their movement to insure success. Even at the end of a series of movements it is important to maintain a state of readiness in case something should happen. Accordingly, all motion starts and finishes in the Jhoon Bee Jaseh. The finish or return position is also called the Ba Ro Jaseh. What is the purpose of finishing in the Jhoon Bee Jaseh or Ba Ro Jaseh? (Choose all that apply)
- - **A. Jhoon Bee Jaseh or Ba Ro Jaseh allows for a strong finish. A strong finish is important because even in success if you neglect the last minutes you may fail. It is also the ending that will remain in other people's minds.**
 - - **B. Jhoon Bee Jaseh or Ba Ro Jaseh preserves the "beauty" of the last moment.**
 - - **C. Ba Ro Jaseh represents the "beauty of a good completion" and gives the student an opportunity to appreciate what they have just finished.**
 - - **D. Ba Ro Jaseh allows a student to move on to another good beginning**
7. The front stance or Chun Gul Jaseh is an offensive oriented stance with the weight of your hip directed toward the front leg. The knee of the back leg should be locked straight while keeping the back straight centered directly over the hips.
- **True** • False
8. The back stance or Hu Gul Jaseh is a defensive oriented stance with the weight of your body toward the rear leg.
- **True** • False
9. In the side stance and the Sa Ko Rip Jaseh the weight of the body is distributed equally on both legs.
- **True** • False
10. When turning to the rear (Dwi Ro Tora), a Soo Bahk Do practitioner always looks over the rear leg.
- **True** • False
11. A unique aspect of Soo Bahk Do Moo Duk Kwan is the emphasis of the Proper Use of the Hip in both the demonstration and explanation of technique. The proper use of the hip will help students achieve higher levels of skill in their martial arts training.
- **True** • False
12. At the White Belt level there are two types of hip use that are taught. What are these two types of hip called (Choose all that apply)?
- - **A. Defensive hip**
 - - **B. Offensive hip**

- - C. Reactive hip
- - D. Direct hip

13. Please translate the following hand techniques into Korean

Hand Techniques (Soo Gi) Terminology	
Technique	Korean Terminology
Low Block	Ha Dan Mahk Kee
Inside to Outside Middle Block	Ahneso Pahkuro Mahk Kee
Outside to Inside Middle Block	Pahkeso Ahnuro Mahk Kee
High Block	Sang Dan Mahk Kee
Side Middle Block in a Back Stance	Hu Gul Yup Mahk Kee
Middle Punch	Choong Dan Kong Kyuk
High Punch	Sang Dan Kong Kyuk
Side Punch	Wheng Jin Kong Kyuk

14. It is very important to warm up properly before beginning any hand or foot (kicking exercises) in order to avoid injuries. Proper warm up of the legs includes warming up the hamstring and thigh muscles and loosening up the hip, knee, and ankle joints.

• **True** • False

15. Please define and translate the following foot techniques into Korean

Foot or Kicking Techniques (Jok Gi) Terminology	
Technique	Korean Terminology
Front Stretch or Straight-Up Kick	Ahp Podo Olli Ri Gi
Side Stretch or Straight-Up Kick	Yup Podo Olli Ri Gi
Front Snap Kick	Ahp Cha Nut Gi
Side Snap Kick	Yup Podo Cha Gi
Roundhouse Kick	Dollyo Cha Gi
Jump Front Snap Kick	E Dan Ahp Cha Nut Gi

16. Form or Hyung training is an important part of all traditional martial arts. Practicing forms allows a student to develop physical stamina and mental focus while perfecting the ability to perform hand and foot techniques.

• **True** • False

17. Hyung or form training is considered the “mother body” or essence of all aspects of technique in the martial arts. In order to study Hyung, there are several aspects that a student must consider and practice. Which of the following apply to proper Hyung training (Choose all that apply)?

- - **A. During Hyung training, one must be concerned with the application and meaning behind each movement and technique.**
- - **B. A student should seek the meaning behind each movement as well as the inter-relationship among movements.**
- - **C. Each different Hyung or family of Hyungs has its own characteristic and personality just as each individual student does.**
- - D. It is acceptable for White Belt students to learn and try to perform higher-level forms.

18. White Belt students learn three forms. Fill in the information about the forms in the table below.

Form	Korean Name	Creator	Number of Movements
Basic Form #1	Ki Cho Hyung Il Bu	Kwan Jang Nim Hwang Kee	22
Basic Form #2	Ki Cho Hyung E Bu	Kwan Jang Nim Hwang Kee	22
Basic Form #3	Ki Cho Hyung Sam Bu	Kwan Jang Nim Hwang Kee	22

19. There are twelve considerations when learning and practicing Hyung. List them below.

Form Sequence
Power Control
Tension and Relaxation
Speed and Rhythm Control
Direction of Movements
Spirit or Attitude
Power of Technique
Understanding Form Technique
Distinctive features of the Form
Perfect Finish

Precision of Movements

20. One Step Sparring or Il Soo Sik Dae Ryun is preplanned sparring with a partner. Il Soo Sik Dae Ryun training helps students develop three aspects of their training. What are these three aspects (Choose all that apply)?
- - A. Learning to strike an object
 - - B. Learning to take a blow
 - - **C. Develop balance**
 - - **D. Develop focus**
 - - **E. Develop distance control**
21. Ho Sin Sool or Self-Defense teaches a student techniques used to defend oneself in the event that an opponent grabs them.
- **True** • False
22. Ho Sin Sool or Self-Defense must be studied with great detail in order to make the pain compliance techniques work.
- **True** • False
23. Listed below are some common Korean Terms used to conduct class. Please translate them.

Korean Term	English Translation
Cha Ryut	Attention
Kuk Gi Bay Ray	Bow to Flag
Kwan Jang Nim Kyung Ret	Bow to the Grandmaster
Sa Bom Nim Kyung Ret	Bow to the Master Instructor
Kyo Sa Nim Kyung Ret	Bow to the Certified Instructor
Kyung Ret	Bow
Sang Ho Kan E Kyung Ret	Bow to Partner (each other)

24. What is the Korean name of the uniform or training suit worn by Soo Bahk Do students?
- Do Bok**
25. Please define and translate the Eight Key Concepts of Soo Bahk Do Moo Duk Kwan below.

The Eight Key Concepts

Korean Terminology	Translation
Young Gi	Courage
Chung Shin Tong Il	Concentration
In Neh	Endurance
Chung Jik	Honesty
Kyum Son	Humility
Him Cho Chung	Control of power

Shin Chook	Tension and Relaxation
Wan Gup	Speed Control

KNOWLEDGE REVIEW

The Orange Belt Instructional Guide

After reading the Orange Belt Instructional Guide answer the following questions.

1. People should all have the same distances and angles in a proper Soo Bahk Do stance.
 - True • **False**

2. Describe the most important functions of a stance.

The most important functions of a stance are to achieve balance despite a moving center of gravity and to lead a movement to its next position or stance.

3. In practical examples of stance, number the following stances in order of most stable to least stable (# 1 = most stable, # 4 = least stable).

Front stance	2
Back stance	3
One legged stance	4
Horse stance	1

4. What should the angle be between your front leg and rear leg in a Hu Gul Jaseh?
 - - A. 45 degrees
 - - B. 30 degrees
 - - **C. 90 degrees**
 - - D. 60 degrees

5. In the defensive use of Kyo Cha Rip Jaseh, normally you would move slightly
 - - A. Forwards
 - - **B. Backwards**

6. In turning to the rear with an Outside to Inside block, as you turn your weight should shift to your rear leg.
 - **True** • False

7. Paying close attention to proper the Instructions for proper Use of Hip will (Choose all that apply).
 - - **A. Increase your awareness of yourself.**
 - - **B. Help you achieve higher levels in your martial arts training.**
 - - C. Probably won't help you in other physical activities

8. In preparation for defense use of the hip in a front stance or Chun Gul Jaseh, you should inhale through your mouth as the hip is held forward in preparation.
- True • **False**

9. When completing a front stance or Chun Gul Jaseh you should inhale as the weight drops into the front leg.
- True • **False**
10. When completing a Hu Gul Jaseh with defensive use of the hip, internal tension drops to the front leg into the completion of the stance.
- True • **False**
11. When completing a right hand Ha Dan Mahk Kee in a Chun Gul Jaseh, your right left hip snaps back as your weight drops into the front leg.
- **True** • False
12. Weight drops to the right leg as the right hip snaps forward in the completion of a right leg forward front stance when using:
- - **A. Offensive hip**
 - - B. Defensive hip
13. The Korean terminology 'Teul Oh' means to twist, as in twist your:
- - A. Shoulders
 - - **B. Hip**
 - - C. Punching hand
14. Hu Gul Choong Dan Soo Do Mahk Kee should be done (Choose all that apply):
- - **A. By preparing with both hands relaxed at the waist**
 - - B. With the weight on the back leg and the blocking side of your hip held back.
 - - C. By releasing the arms in a linear motion with the force of the hip action.
 - - **D. With the back hand covering the Myung Chi at the completion.**
15. Please define and translate the following leg techniques into Korean

Hand Techniques (Jok Gi) Terminology

Technique	Korean Terminology
Inside to Outside snap kick	Ahneso Pahkuro Cha Gi
Outside to Inside snap kick	Pahkeso Ahnuro Cha Gi
Roundhouse kick	Dollyo ChaGi
Back Kick	Dwi Cha Gi
Short Back Spinning kick	Dwi Ahneso Pahkuro Cha Gi
Jumping Front Snap kick	E Dan Ahp Cha Nut Gi

16. Form or Hyung training is an important part of all traditional martial arts. Practicing forms perfecting the ability to perform hand and foot techniques. This is fundamental to making the best use of one's:

- - A. Training time
- - **B. Body**
- - C. Ability

17. There are twelve considerations when learning and practicing Hyung. List them below and give a brief explanation of what they mean.

- 1. Form Sequence - The proper and correct sequence of moves in a particular form.**
- 2. Power Control - Command of the release, restraint and relaxation of explosive energy of focused power.**
- 3. Tension and Relaxation - Mastery of breathing and timing in the accumulation and release of energy or power.**
- 4. Speed and Rhythm Control - Coordination and patterning of moves at rates appropriate to the sub-sequences within the form.**
- 5. Direction of Movements - Certainty of balance and confidence of step in changing direction.**
- 6. Spirit or Attitude - Evidence of a sense of calm and humility based on self-knowledge and dedication to the perfect form.**
- 7. Power of Technique - Rigor and strength of moves especially evident in equal power of attack and defense.**
- 8. Understanding Form Technique - Demonstration in the form that the sequence of moves has been internalized and flows with the naturalness and ease of reflex responses.**
- 9. Distinctive Features of the Form - Evocation in the observer of a vivid awareness of the specific kinds of attack and of the number and direction of attackers.**
- 10. Perfect Finish - The last move of the form ends at the starting point.**
- 11. Precision of Movements - Accuracy in the execution of a move as reflects the finest logical coordination of balance, distance, power, ability and control.**
- 12. Intentness - Direction and concentration of the entire attention upon points of power.**

18. Draw the four characters used to write 'Pyong Ahn' in the space below. Give a brief one or two word explanation of each character.

Reference the Orange Belt Instructional guide for the four characters below

= scale

= equal weight

= house

= woman

19. One step sparring helps to develop what three areas:
Balance
Focus
Distance Control

20. What are three things the physical action of bowing to your partner (Sahng Ho Kan E Kyung Ret) during one-step practice shows:
- (Any three of the following are acceptable)**
Constant mental awareness
Concentration
Respect towards yourself and your partner
Respect towards what you are doing
Respect towards the Art
21. In one step sparring exercises # 7, what is a common mistake made in regards to the two kicks and how do you correct it?
- It is a common mistake to be too close for the Pahkeso Ahnuro Cha Gi and the Yap Podo Cha Gi. The distance can be adjusted by bringing your left foot back a little just before the outside-inside kick.**
22. Ho Sin Sool or self-defense teaches a student techniques used to defend oneself in the event that an opponent grabs them.
- **True** • False
23. Ho Sin Sool or self-defense must be studied with great detail in order to make the pain compliance techniques work.
- **True** • False
24. In same side wrist grab # 1 it is incorrect to pull your wrist back to release. What is the correct method to release?
- The correct method to release is to drive your left hip and elbow forward towards your opponents gripping hand.**
25. The colors used on the Moo Duk Kwan flag are the same as the original colors used in the belt ranking system. What seasons does each of the four colors represent and what are their meanings?
- White - winter: Emptiness, hidden potential, and purity**
Green - spring: Growth, spreading, advancement
Red - summer: Ripening, head (yang), and active
Blue - autumn: Maturity, calm (um), passive, harvest
26. Listed below are some common Korean Terms used to conduct class. Please translate them.

Korean Term	English Translation
Moo Duk Kwan	Martial Virtue School
Sa Bom	Master Instructor (4th Dan and up)
You Dan Ja	Dan holder (1st through 3rd Dan)
Neh Gung	Internal Power or Control in

	exercise
Weh Gung	External Power or Control in exercise
Shin Gung	Mental Power or Control in exercise
Choong Shim	Balance

KNOWLEDGE REVIEW - ANSWER SHEET

Instructing an Introductory Lessons

After reading the article “Instructing an Introductory Lesson” in section II of your workbook, answer the following questions.

1. The introductory lesson is an orientation to your school’s program.
 - **True** • False
2. The first impression you make with a new student should be exciting and enthusiastic.
 - **True** • False
3. The 1st introductory lesson should be longer than a normal class to make sure the student gets a good workout.
 - True • **False**
4. The 1st introductory lesson should not include which of the following:
 - - A. Jhoon Bee stance
 - - B. Low block
 - - **C. Stretching in a front splits**
 - - D. Front stance
5. A 2nd introductory lesson should include a review of the materials covered in the 1st introductory lesson.
 - **True** • False
6. In the space below, give five examples of material (techniques) you would cover in a typical 1st introductory lesson:
Jhoon Bee Jaseh
Low Block
Middle Punch
High Block
Front Stretch Kick
Other examples of basis techniques suitable for a 1st Introductory lesson are acceptable
7. In the space below, give five examples of material (techniques) you would cover in a typical 2nd introductory lesson:
Any of the items listed in question # 6 above
Other examples of basis techniques suitable for a 2nd

Introductory lesson are acceptable

KNOWLEDGE REVIEW

Class Warm-up and Stretching

After reading the article “Class warm-up and stretching” in section II of your workbook, answer the following questions.

1. List three things a proper warm-up and stretch at the beginning of class should accomplish?
 1. **To get blood flowing.**
 2. **Raise the body temperature.**
 3. **Loosen up the joints and muscles.**
2. List two things stretching after a workout helps to do:
 1. **Reduce soreness and stiffness in the joints.**
 2. **Helps decrease the heart rate.**
3. A relaxed sustained stretch should be held for:
 - - A. 3 to 5 seconds
 - - **B. 10 to 30 seconds**
 - - C. 30 seconds to 1 minute
4. Body alignment is important when you stretch. It is best to bend from the:
 - - A. Waist
 - - **B. Hips**
 - - C. Back
 - - D. Knees
5. When stretching, the knee should always be directly over the heel with the foot pointing straight and in-line as when walking (fill-in the blanks).
6. Imagining (Moo Sang) helps the ease of performance when stretching (fill-in the blank).
7. Imagining assists in stretching and improves Mind to Body communication (fill-in the blanks).

KNOWLEDGE REVIEW

Integrating the 8 key concepts into Soo Bahk Do Moo Duk Kwan Instruction

After reading the article “Integrating the 8 key concepts into Soo Bahk Do Moo Duk Kwan Instruction” in section II of your workbook, answer the following questions.

1. Many students relate the value of their Soo Bahk Do training in some way to the Moo Duk Kwan philosophy.
• **True** • False
2. The introduction of a key concept should be coupled with a practical application.
• **True** • False
3. If a student has a positive experience when a key concept is first introduced, they can relate back to that experience at later time.
• **True** • False
4. List one example of a way you can recognize a beginning student’s “YONG GI”:
Any answer that recognizes a beginning student’s Yong Gi is acceptable.

KNOWLEDGE REVIEW

Teaching Children

After reading the article “Teaching Soo Bahk Do to Children” in section II of your workbook then answer the following questions.

1. Children and Adults should be treated the same in terms of Soo Bahk Do Instruction.

- True • **False**

2. Explanation and demonstration should be limited to:

- - A. **1 to 2 areas**
- - B. 3 to 4 areas
- - C. As many as necessary to fully explain the concept

3. Which of these terms is better to use terms when instructing children (mark all that apply):

- - A. Right hand
- - **B. Mirror side**
- - **C. Brick wall side**
- - **D. Front hand**
- - E. Left leg

4. What are three examples of friendly terms familiar to children:

Rainbow

Crayon

Choo Choo Train

Other examples of child friendly terms are also acceptable answers

5. When instructing children you should count with a **faster** tempo as a child’s attention span is short (fill-in the blank).

6. Give examples of three negative terms to avoid when instructing children:

Don’t do this

You shouldn’t do that

You did it incorrect again

Other examples of negative terms are also acceptable answers

7. When instructing children you pay equal attention to each student:

- - A. Unless one child is struggling
- - **B. Always**
- - C. When conducting basics
- - D. When one is being disruptive

8. What are two examples of terms you can use when teaching a child front stance?

Walking on railroad tracks

Flashlight on you belt

Sit on your front leg

Other examples of child friendly terms are also acceptable answers

9. When teaching young children Hyung it is often useful to use the concept of **front** hand and **back** hand (fill in the blanks).

10. Encourage a strong mental and physical attitude (discipline) in the child's action with **positive** reinforcement.

11. What are five objectives in teaching Soo Bahk Do to children under the Moo Duk Kwan philosophy?

Build self esteem

Build up a child's positive character

Develop better physical coordination

Experience a positive atmosphere

Help them become positive future contributors to our society

Other examples of objectives are also acceptable answers

KNOWLEDGE REVIEW

Understanding Mission 2000

After reading the article “Understanding Mission 2000” in section II of your workbook answer the following questions.

1. List the six statements of Mission 2000
Human Relations in the U.S. (National)
Human Relations in the world (International)
Moo Do Organization
Active in Administration
Members organization
Financial Stability
2. In what year did the Kwan Jang Nim Hwang Kee list the six areas of the Mission 2000?
 - - A. 1945
 - - B. 1972
 - - C. 1989
 - - D. **2000**
3. By dedicating ourselves to understanding how to achieve less conflict in our relationships, we can set a better:
 - - A. **Yu Sang example**
 - - B. Moo Sang example
 - - C. None of the above
4. The Federation was chartered to promote (check all that apply):
 - - A. **The study and practice of Soo Bahk Do Moo Duk Kwan**
 - - B. Federation sponsored TAC training events
 - - C. Federation instructors
5. The officers and the Board of Directors should (mark all that apply):
 - - A. **Take an active role regarding the administration of the Federation.**
 - - B. **Manage the Federation in a fashion that will best enable it to accomplish its chartered purposes.**
 - - C. Make decisions regarding the technical aspects of Soo Bahk Do Moo Duk Kwan instruction.
 - - D. Make long-term decisions that will provide sufficient resources to service all members and prepare for the future growth of the Federation.

6. The Federation was founded to ensure every member has a direct *"connection"* to Kwan Jang Nim and can receive Legitimate Soo Bahk Do Moo Duk Kwan rank certification.
- **True** • False
7. Who should assume responsibility for a student's Federation membership?
- - **A. The student**
 - - B. The student's Instructor
8. Certified instructors are not authorized to test a student for rank unless (mark all that apply):
- - A. They submitted the proper test fee.
 - - B. They can present a current Federation Membership ID card after testing.
 - - C. They submit a completed registration form for Federation membership along with their test form.
 - - **D. They can present a current Federation Membership ID card before testing.**
9. When we each take responsibility for our own actions and choices and when we educate our students about the benefits of them doing likewise, we (mark all that apply):
- - **A. Enjoy more harmonious relationships in all areas of our lives.**
 - - **B. Acknowledge every person is fully capable of making decisions and taking appropriate actions on their own.**
 - - **C. We help them grow and become stronger individuals**
 - - D. Trust that they need our help to make the best possible decisions.
10. The Federation is a:
- - A. For profit organization
 - - **B. Not-for-profit organization**
 - - C. Nonprofit organization
11. Financial stability means that the Federation should always maintain the resources necessary to (mark all that apply):
- - **A. Provide the services which member's desire and expect.**
 - - **B. Operating in a sound business fashion.**
 - - C. Insure only members are allowed to test

ARTICLE

Teaching an Introductory Lesson

The introductory course is an orientation to your program. New students are being exposed to Soo Bahk Do and your program for the first time. It is extremely important that you make an exciting and enthusiastic first impression for your school.

Be aware of when the perspective student will be arriving and make sure to greet them with a smile. If time allows take them on a tour of your studio. Show them where the restrooms and changing rooms are.

1st Introductory lesson

The purpose of the first introductory lesson is to get the student in for the second lesson. Make sure the student enjoys what they are doing and realizes that your program is easy to get started with. A suggestion is not to make the introductory lesson too long and to keep it simple. One of the most common mistakes is to make the introductory lessons too hard. Teaching all of Ki Cho Hyung Ill Bu, doing split stretches, doing 100 punches in a horse stance.

How you structure your first introductory lesson should be based on your schools normal practices. Your Instructor can provide guidance in structuring your lesson plan.

A typical 1st Introductory may go as shown below:

How to put on your Uniform

Salutations

 Bowing

 Saluting to Flags

Etiquette

How to make a Fist

Jhoon Bee

Basics from Jhoon Bee

 Punch

 Low block

 Middle block

 High block

Introduction to Basic Stretching

Front stance

Basics from front stance

 Punch

 Low block

 Middle block

 High block

Basic Kicks

- Front stretch kick
- Inside outside kick
- Front snap kick

Self-defense

- Cross wrist grab # 1

At the completion of the 1st Introductory lesson, give the student a quick summary of what you covered, let them know what to expect for the 2nd lesson, and schedule or confirm the 2nd lesson time and date. If time's available, this is also a good opportunity to review things like your student guidelines or beginning student handbook.

2nd Introductory lesson

At this point the student's excitement level should be very high. What you do for your 2nd introductory lesson should again be based on your normal studio practice. During the 2nd introductory lesson you can review the material covered in the 1st lesson with the addition of a few more techniques.

At the completion of the 2nd Introductory lesson, give the student a quick summary of what you covered, let them know what to expect for the next lesson, and schedule or confirm the time and date. If they will be joining your regular classes at this point, confirm their class schedule times and days. Also confirm when their next class will be.

ARTICLE

Class Warm-up and stretching

Introduction

A proper warm-up and stretch helps prepare the body for training in Soo Bahk Do Moo Duk Kwan. At the beginning of class the warm-up and stretch should get the blood flowing, raise the body temperature, and loosen up the joints and muscles. Stretching after a workout helps reduce soreness and stiffness in the joints, helps decrease the heart rate, and allows waste materials to be moved out of the system.

Warm-up

Class warm-up usually begins with some exercise(s) to bring the body temperature and heart rate up. Jumping jacks or light hopping are two such exercises. Warm-up should also include exercises that loosen up the joints of the body such as neck, shoulders, hips, knees, and ankles.

Stretching

Stretching is best done while the body is warm. Stretching helps to develop the flexibility for training in Soo Bahk Do Moo Duk Kwan. It develops the connective tissues around the muscles, helps improve body dynamics, improves circulation, helps prepare the body for training, and helps keep the joints flexible as we grow older. Stretching helps maintain good health.

Stretching is easy to learn and is an individual pursuit because no two people are alike. There is a correct as well as an incorrect way to stretch. The correct way is a relaxed, sustained stretch lasting from 10 to 30 seconds. The incorrect way is bouncing or rocking in a stretching position because this simply pulls at the muscles. Stretching past the point of pain is a common practice that can do more harm than good. The muscles are protected by a mechanism called the stretch reflex. Any time one extends the muscle fibers too far, a nerve reflex responds and tightens the very muscles being stretched, which may cause spasms and strains.

Body alignment is important during stretching. Bending from the hips, not the waist, and keeping the back in a natural posture so that the vertebrae do not bulge out is very critical. The foot, ankle, and knee should also be properly aligned. The knee should always be directly over the heel, with the foot pointing straight and in line as in walking or normal everyday functions.

Another important facet of stretching is the act of imagining (Moo Sang). Everyone has his or her own unique image, which will help in the ease of performance. One imagines that the body is something else, like butter melting or a rubber band stretching. Imagining the

body experiencing this sensation assists in stretching and improves mind-to-body communication.

ARTICLE

Integrating the Eight Key Concepts into Soo Bahk Do Moo Duk Kwan Instruction

Introduction

This article discusses the incorporation of the philosophy of the first of the 8 Key Concepts into Moo Duk Kwan instruction. In speaking with many students about their training, invariably they relate the value training in some way to Moo Duk Kwan philosophy.

The Basic Concept

The basic idea is centered on the introduction of a particular key concept at a particular stage of a student's training. This introduction is coupled with a practical application. If the student has a positive experience when they are first introduced to the concept, then they can relate back to that experience at a later time when the instructor mentions the concept, or when the instructor emphasizes that particular key concept in a classroom situation.

YONG GI (White Belt initial introductory lesson)

A natural way to introduce Yong Gi to a beginner student is during their private lessons. In addition to explaining "courage" and the meaning of the individual Korean words, this is an excellent time to recognize their Yong Gi for having taken action to experience their new Moo Do activity. Their achievement in taking action to start training is not an easy thing to do. Praise their learning by reinforcing that they are demonstrating right here an "I can do it" attitude. Their demonstration of this attitude is an example of their own personal Moo Do action.

The instructor's ability to relate the "Yong Gi" concept to an enjoyable experience will set the stage for future learning. If the initial instruction is done effectively, the student at a future time will be able to refer back to this as a memorable and positive experience.

When the beginner is in a regular class situation, the instructor can mention the Key Concept "Yong Gi". The student will be able to immediately relate back to their early positive experience from their private lesson. In such a way the beginner and the instructor now have a foundation on which to build, without taking extra class time just to introduce the concept in a very basic manner.

Summary

Many instructors ask about what motivates a student. At first, students are motivated by what they see and hear. Then as they develop an understanding -- it moves into their mind and they can feel

the philosophy. The instructor who uses creativity can help the student relate to the Key Concepts through a variety of applications. Then later on with (I) a variety of applications, (II) repetitions, and (III) developing good habits, a foundation will be established for their future enlightenment.

The important thing to understand is that material motivation is only temporary, e.g., the color of a belt. Motivation that is internalized will come from the student's own mind through understanding and enlightenment. This type of motivation is healthy and will be long lasting. This later type of motivation is the essence of Moo Duk Kwan instruction.

ARTICLE

Teaching Children Soo Bahk Do Moo Duk Kwan

Introduction

Children's class shouldn't be strict like adult class. Soo Bahk Do Moo Duk Kwan discipline is based on the laws of Nature. We must always have a keen understanding of the law's of Nature. **Children should be accepted as children.** It is natural for a child to be treated like one.

General Guidelines in teaching Children

- 1. Explanation / Demonstration should be as simple as possible.** If an explanation is necessary, try to limit to only a few areas – 1 or 2 areas would be optimal. It is natural for children to have a short attention span by nature because children are more action oriented rather than thinking oriented.
- 2. Useful thinking terms during instruction.** Use terms like "front hand" or "back hand" rather than "left hand" or "right hand". Use terms like "brick wall side" or "mirror side" rather than "left side" or "right side".
- 3. Use friendly terms that are familiar to children.** Rainbow, Crayon, Choo Choo train etc. It is more enjoyable for children to apply their imagination into their actions.
- 4. Count in a faster tempo.** As we discussed before, a child's attention span is short and their minds are very active, therefore they will be disrupted by other things if too much time is spent between counts.
- 5. Use positive terms.** Use positive terms whenever possible and try to avoid negative images such as "*Don't do this*", "*You shouldn't do that* " or "*You did it incorrect again.*"
- 6. Follow up with your words or any incomplete matters in class.** You mentioned to Joe that you would check on his sidekick during the next class. You must remember to note it and check his sidekick at the next class.
- 7. Do not pick on "one" child consistently.** Pay equal attention to all children during class. If you see a child try, even though his/her technique may not meets your expectations, say " Good Joe/Mary ", if you bring your knee up little higher, it will be even better".

8. **Your voice projection and count (Ku Ryong) must be energetic and comes from your "Dan Jun".** You have to be motivated in order to motivate children. Good voice projection, good Ku Ryong, and your active role is one application to show your motivation.

Actual teaching Soo Bahk Do techniques to children:

1. Ki-Cho: Examples

- Front Stance: Walking on railroad tracks, flashlight on knot of your belt, sit on your front leg, using lines on the floor. etc.
- Back Stance: Small stance, walk little by little, sit on your back leg. etc.

For example, when teaching "Pal Put Gi", children will be confused if you tell them "fist turns when punching", "shoulder straight when punching" or "aim to your opponent's solar plexus". You should explain first, one hand out and one hand in, then if it becomes easier for them, teach them other ones like "fists turns when punching, then pull.

Let their active mind help make your instruction easier and more motivational for them.

2. Hyung:

Ki Cho Hyung Il Bu seems to be very challenging when teaching young children. Refer to your White Belt Instructional Guide and keep reminding them "front hand and back hand concept".

Note: When you're teaching Hyung by the count, avoid having children stay in one position for a long period while spending more time with one child. You will lose contact with the students as a group as well as their motivation.

3. One Step Sparring /Ho Sin Sool:

Will be taught to the intermediate level of children.

4. Free Sparring:

Back fist and reverse punch. Using front hand and back hand concept when teaching this basic combination.

Low block and reverse counter punch against front snap kick.

Front jump-kick and reverse punch (or back fist and reverse punch).

Back fist and reverse punch and follow with an optional kick.

Note: It is important for children to learn proper protocol during sparring for their character development and safety.

5. Punching and kicking exercise with partner (conditioning):

How to hold a target properly

6. Terminology:

Use terminology instead of Ki Hap during actual performance by students. For example, with Pahl Put Gi exercise using "Yong Gi" in two punches, or when exercising kicking with a partner say "Myung Chi" as students execute a front snap kick to the solar plexus.

Discipline:

Discipline is something for children to enjoy through the experience of training in Soo Bahk Do Moo Duk Kwan, rather than something you have to do.

Yong Gi is a mental discipline we are all striving to improve. Explain what Yong Gi means. Explain what Brave energy (Courage) means: not hesitating, Yes, I can attitude, Good body posture, good Ki Hap, etc.

Encourage a strong mental and physical attitude (discipline) in their actions with positive reinforcement.

Objectives in teaching Soo Bahk Do to children under the Moo Duk Kwan philosophy:

- Enhance Self Esteem, Build Confidence, Respect, Stimulate Creativity
- Build up a child's positive character utilizing the Moo Duk Kwan philosophy.
- Develop better physical coordination for future encounters of physical challenges.
- Experiencing a positive atmosphere during Dojang activities through examples set by Instructors and student members.
- Help to become a positive future contributor to our Society.

ARTICLE

Understanding Mission 2000

The six statements of Mission 2000

1. **Human Relations in the U.S. (National):** Continue to develop the atmosphere of respect, courtesy, friendship, Brotherhood, Cooperation, and Goodwill within the Soo Bahk Do membership.
2. **Human Relations in the World (International):** The atmosphere identified in number one should become consistent throughout the world. The U.S. should be a leading energy force in developing and distributing this atmosphere.
3. **Moo Do Organization:** We are a martial arts (Moo Do) organization. We must continue to develop as a martial arts organization.
4. **Active in Administration:** The officers and the Board of Directors should take a more active role regarding the administration of the Federation.
5. **Member's Organization:** This is a member's organization. We must all work to produce a caring and helpful atmosphere for mutual benefit.
6. **Financial Stability:** We should take a more aggressive approach toward creating a financially stable organization.

In 1989 Kwan Jang Nim Hwang Kee listed six areas for the U.S. Federation to improve before the year 2000. Sa Bom Nim Hwang has reminded us that in order to accomplish these objectives we must do more than just *"imagine"* them or discuss them. They require we take actions that will contribute a positive and powerful energy toward their success. He has encouraged us to learn and understand how each of Kwan Jang Nim's directives relates to our role and responsibilities as Federation members and instructors.

1. Human Relations (U.S.): Continue to develop the atmosphere of Respect, Courtesy, Friendship, Brotherhood, Cooperation and Goodwill, within the Soo Bahk Do membership.

When each of us dedicates ourselves to understanding how to achieve less conflict in our relationships, then we can set an even better "Yu Sang" (visible) example which others may be stimulated to learn. Improving human relationships in the U.S. Federation is truly a directive that each Federation member must carry in their heart and personal actions.

2. Human Relations (Worldwide): The Atmosphere identified in number one should become consistent throughout the world. The U.S. should be the leading energy force developing and distributing this atmosphere.

Even though it may not be apparent to most U.S. Federation members, Soo Bahk Do Moo Duk Kwan practitioners in many other countries admire the U.S. Federation as the model of excellence which they aspire to achieve in their own countries.

No other country has been fortunate enough to have the leadership and guidance which has created the long history of unity that the Federation has provided for Moo Duk Kwan practitioners in the U.S. Kwan Jang Nim realized that Soo Bahk Do Moo Duk Kwan practitioners around the world were observing the U.S. Federation's activity and even modeling their own in its image. Because of that, he has strongly encouraged us to pursue his first directive of improving our relationships in the U.S. so our Federation can be the brightest, most inspirational star in the Soo Bahk Do sky.

3. Moo Do Organization:

We are a martial (Moo Do) organization and we must continue to develop appropriately.

Moo (martial) Do (way) is an action philosophy that is central to the discipline of Soo Bahk Do Moo Duk Kwan. The Moo Do Philosophy is embodied in every aspect of Soo Bahk Do and has been applied to the structure and activities of the US Soo Bahk Do Moo Duk Kwan Federation, Inc.

The Federation was chartered to promote the study and practice of Soo Bahk Do Moo Duk Kwan. ***That means that virtually all the Federation's energy and resources should be focused on achieving this objective.*** To achieve this objective the organization is responsible for assuring that it applies the Moo Do philosophy to all functions of the organization including administration, teaching, evaluation, and certification. This requires that our Moo Do philosophy be evident at ALL levels individually and organizationally guiding our decisions and actions. In short, we are an organization committed to the universal application of the Moo Do philosophy and practice of Soo Bahk Do.

Instructors have a responsibility to understand, practice, and reflect on the Moo Do aspects of their training and how this applies to their instruction and their personal lives. Through their practice and commitment to the discipline of Soo Bahk Do, Moo Do becomes a way of thinking, acting and living. This "Do" (i.e., way) or more specifically Moo (martial) Do (way) is a manner of disciplined living. Through this

discipline instructors have a responsibility of educating and training students in the discipline, philosophy and culture of Soo Bahk Do. Ultimately, Moo Do is the practice and the application of the Soo Bahk Do discipline to everything we do.

As Instructors, our participation in Federation sponsored events allows us improve our "Moo Do" education so we can set the best possible example for our students. Everyone who participates gets to enjoy fellowship with other practitioners and guidance from other seniors while contributing directly to the fulfillment of this Mission 2000 objective. When members are educated by their Instructors about the benefits of attending Federation sponsored T.A.C. training events, the members then have access to additional opportunities to receive guidance in the proper "Moo Do" attitudes and protocols, as well as technical and philosophical instruction.

4. Active in Administration: The officers and the Board of Directors should take a more active role regarding the administration of the Federation.

Each of us has certain responsibilities as members of the Federation. The elected volunteer officers and Directors are faced with the very challenging job of managing the Federation in a fashion which will best enable it to accomplish its chartered purposes and fulfill the Kwan Jang Nim's Mission 2000 objectives.

The Board of Directors must assess many factors and make long-term decisions that will provide sufficient resources to service all members and prepare for the future growth of the Federation.

As the Instructors and members who have elected the Board of Directors to serve in these positions on our behalf, it is important that we communicate with them. The best decisions for managing the Federation in a sound business fashion can be made when open communication occurs.

The Board members have access to all information regarding Federation operations and are always ready to share any of it with you any time. Effectively fulfilling this Mission 2000 objective requires Directors and those who elect them to be active.

***5. Members Organization:
This is a member's organization. We must all work to produce a caring and helpful atmosphere for mutual benefit.***

The Federation was founded to ensure every member had a direct "connection" to Kwan Jang Nim Hwang Kee through the technical and philosophical guidance which he provides and through receipt of his legitimate Soo Bahk Do Moo Duk Kwan rank certification.

Membership in the Federation is the only way a student can be "*connected*" to the founder Kwan Jang Nim Hwang Kee and to receive rank certification from him. To function as a true "member's organization", the Federation's activity is planned to benefit as many members as possible and is structured so that it is supported by ALL members. Certified instructors are therefore responsible for establishing and implementing a policy and procedure for informing students about the value, benefits, and requirements for Federation membership. Additionally they have a clear administrative responsibility for assuring their student apply for membership and meet all membership requirements.

Instructors are sometimes inclined to take an action they believe in the best interests of the student that they believe may protect them from some hardship or unpleasant experience because of the "caring" and "helping" nature of our art. Instructors are advised to pay careful attention to students' motivations and circumstances. It is clearly the instructor's prerogative to determine the extent to which they will assist and support any student financially or otherwise. However, instructors should not allow their good intentions to be exploited by students who may lack understanding in the value and benefits of a membership and refuse to assume the personal responsibility required of individuals in a "members organization" including assuming financial costs associated with membership. This prevents the student from learning their role and their responsibilities as a Federation member and more universally as member of the Moo Duk Kwan.

6. Financial Stability:

We should take a more aggressive approach toward creating a financially stable organization.

"Financial stability" means that the Federation should acquire and maintain the resources necessary to effectively implement programs and activities that promote the teaching and learning of Soo Bahk Do as its first priority. In addition, resources should be acquired to provide the services necessary desired by members to increase their understanding, learning, and practice of Soo Bahk Do. This requires applying sound fiscal practices. Membership is the first step and is central to achieving financial stability. When instructors ensure that their students (and parents) are educated about the value of Federation membership and when every practicing student contributes appropriately to this mission by registering as a Federation member, "financial stability" is achievable.

Finally, participation in all regional, national, and international events contributes to all elements of Mission 2000. Participation in events promotes human relations that increase friendships, national and international relationships, and goodwill among all Moo Duk Kwan students and instructors. Participation strengthens unity through

practice and training resulting in a common understanding of all aspects of Soo Bahk Do. This in turn strengthens and motivates the Moo Do aspect of our activities through the single unified understanding of the discipline. Participation of students and instructors in regional, national, and international events promotes a Member's Organization where individuals share common experiences in their travels, training, personal relationships, interactions, and significant events and memories. Finally, participation in regional, national and international events contributes to the financial stability of the Federation as members contribute human, financial, intellectual, and technical resources that support the conduct of each event.